

Message Text

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DRAFTED BY S/S-O:MR. EALUM

APPROVED BY S/S:MR. LUERS

S - MR. BREMER

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TO USMISSION USUN NY IMMEDIATE

C O N F I D E N T I A L STATE 204298

E.O. 11652: ADS - DECLASSIFY AFTER 15 OCT 74

TAGS: OVIP (KISSINGER, HENRY A.)

SUBJECT: SECRETARY'S VISIT: COMMUNICATIONS - CABLE

TRAFFIC

REF: STATE 202135

1. SECRETARY PLANS ATTEND UNGA SEVERAL TIMES, FIRST BEING ON SEPTEMBER 18 WITH PRESIDENT. FOR THIS FIRST TRIP, SECRETARY WILL BE ACCOMPANIED ONLY BY PERSONAL STAFF AS YET UNIDENTIFIED. THIS STAFF SHOULD BE PROVIDED SAME SUPPORT SPECIFIED IN SUBSEQUENT PARAS FOR S/S TEAMS EXCEPT THAT ON SEPTEMBER 18 ONLY TWO COPIES OF ALL TRAFFIC IDENTIFIED IN PARA 11 NEED BE PROVIDED.
2. EXECUTIVE SECRETARIAT (S/S) MEMBER OF THE SECRETARY'S PARTY WILL CONTACT THE C&R OFFICER UPON ARRIVAL (SEPTEMBER 19) TO COORDINATE DETAILS OF SUPPORT FOR SUBSEQUENT VISITS.
3. S/S WILL BE ON CALL 24 HOURS A DAY. COMMUNICATIONS SUPERVISORS SHOULD ALERT S/S ON IMPORTANT MESSAGES CONCERNING THE SECRETARY OR OTHER MEMBERS OF HIS PARTY. COMMUNICATIONS WILL BE KEPT INFORMED OF WHEREABOUTS OF S/S TEAMS AT ALL TIMES.
4. ALL TRAFFIC FROM DEPARTMENT FOR THE SECRETARY OR HIS PARTY WILL BE SLUGGED "TOSEC". OUTGOING CABLES TO
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DEPARTMENT FROM THE SECRETARY OR MEMBERS OF PARTY WILL BE

SLUGGED "SECTO". ALL SECTO CABLES WILL BE SIGNED "KISSINGER" AND MUST BE CLEARED BY S/S, LATERAL CABLES WILL BE SLUGGED QUOTE FOR THE SECRETARY'S PARTY UNQUOTE OR QUOTE FOR (NAME) UNQUOTE AS APPROPRIATE.

5. IN CONTRAST TO NORMAL PROCEDURES IT IS ABSOLUTELY ESSENTIAL THAT POST INSURE THAT ALL TOSEC/SECTO TRAFFIC BE GIVEN PRIORITY HANDLING AHEAD OF COMPETING TRAFFIC OF SIMILAR PRECEDENCE. TO ACHIEVE THIS, ALL TOSEC/SECTO TRAFFIC SHOULD BE SENT AT LEAST IMMEDIATE.

6. DEPARTMENT WILL SEND A DAILY SPECIAL ALL SOURCE SUMMARY FOR THE SECRETARY WHILE HE IS AT ACTION ADDRESSEE POST. THE SPECIAL SUMMARY WILL BE CAPTIONED NODIS OR EXDIS AND BE IN TOSEC SERIES. IT SHOULD BE DELIVERED IN REQUISITE NUMBER OF COPIES ONLY TO THE S/S TEAM MEMBERS OR THOSE DESIGNATED BY THEM. (THERE WILL BE NO SPECIAL SUMMARY SEPTEMBER 18.)

7. THE SPECIAL SUMMARY WILL BE SENT BY IMMEDIATE CABLE FROM THE DEPARTMENT OPERATIONS CENTER. IT WILL BE NUMBERED CONSECUTIVELY AND SHOULD NORMALLY BE RECEIVED BY 0400 DAILY. IF NOT RECEIVED BY THIS TIME, COMMUNICATIONS SUPERVISOR SHOULD, ON OWN INITIATIVE, SEND AN IMMEDIATE SERVICE. THE SPECIAL SUMMARY SHOULD BE SET UP WITH THREE LINES BETWEEN ITEMS. MATS SHOULD BE PROOFED BEFORE REPRODUCTION.

8. INSTRUCTIONS RE ALL SOURCE ASPECT OF SPECIAL SUMMARY CONTAINED IN STATE 148625 AND 148626 (JULY 1974).

9. TOSEC AND SECTO CABLES WILL EACH BE NUMBERED CONSECUTIVELY. THERE WILL ONLY BE ONE SERIES FOR THE SECRETARY'S SEVERAL TRIPS. WHEN SECRETARY DEPARTS, COMMUNICATIONS SUPERVISOR SHOULD SEND SERVICE MESSAGE TO DEPARTMENT GIVING THE LAST SECTO AND TOSEC NUMBERS. COMMUNICATORS SHOULD NOT RPT NOT ACCEPT ANY OUTGOING SECTO WITHOUT S/S CLEARANCE. IF ANY CABLE WITHOUT SECTO SLUG IS DELIVERED TO COMM CENTER WHICH PERTAINS TO SECRETARY'S VISIT, SHIFT SUPERVISOR SHOULD CONSULT WITH S/S TO CONFIDENTIAL

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DETERMINE WHETHER CABLE SHOULD BE IN SECTO SERIES. INCOMING TOSEC CABLES SHOULD BE DOUBLE-SPACED BETWEEN PARAGRAPHS AND REPRODUCED.

10. S/S WILL MAKE ALL REPEAT ALL DISTRIBUTION OF TOSEC/ SECTO TRAFFIC AND OF ALL CABLES FOR SECRETARY'S PARTY. S/S WILL GIVE MISSION, MEMBERS OF SECRETARY'S PARTY, AND OTHERS COPIES OF CABLES RELATING TO THEIR AREAS OF

RESPONSIBILITY, AS APPROPRIATE.

11. S/S WILL NEED 10 COPIES OF TOSEC/SECTO CABLES AND ALL OTHER CABLES OF NODIS SENSITIVITY AND ABOVE; 15 COPIES OF EXDIS SENSITIVITY OR LOWER. REGULAR MISSION INCOMING AND OUTGOING TRAFFIC SHOULD BE SCREENED THOROUGHLY, AND ONLY THE MOST IMPORTANT SHOULD BE PROVIDED TO S/S (15 COPIES). KISSINGER

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